



The Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LIEUTENANT GOVERNOR

RICHARD K. SULLIVAN, JR.
SECRETARY

Tel: (617) 626-1000

Fax: (617) 626-1018

<http://www.mass.gov/envir>

July 16, 2013

Sent by Electronic Communication

Re: Request for Public Records

Dear Mr. Hatfield:

I am writing regarding your request for access to public records received by the Massachusetts Executive Office of Energy and Environmental Affairs (EEA). In responding to a request, the EEA may, pursuant to 950 CMR 32.06, charge the requesting party for the costs associated with researching, segregating, copying, and assembling the requested information. In this instance, EEA in good faith estimates that in fulfilling the records request it will expend the following hours in researching, segregating, copying and responding:

Approximately 13 hours at a rate of \$44.63 per hour	\$580.19
Approximately 4 hours at a rate of \$28.20 per hour	<u>\$112.80</u>
Total	\$692.99

This amount is a conservative estimate based upon the hourly rate of the lowest paid employee potentially capable of performing these tasks. Please be advised the actual time spent to respond to your request may be lesser or greater. If you are willing to discuss narrowing the breadth of your request and clarifying which documents you are requesting, please contact me by telephone. If additional time or resources are needed, further payment may be requested.

If you would like to move forward with the remainder of your request, kindly remit payment in advance in the amount ***Six Hundred and Ninety Two Dollars and Ninety-Nine Cents (\$692.99)*** as a deposit, the EEA will begin to search for and assemble the information. This payment shall be submitted in the form of a check made payable to the "Commonwealth of Massachusetts." Please mail your check to the following address:

Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Mr. Hatfield
July 29, 2013
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Upon receipt of payment, EEA will begin further processing your request and a final invoice will be sent to you prior to review of any responsive documents. EEA will arrange a mutually convenient time for you to inspect the information you have requested. At that time, the EEA will provide you with a detailed list of any items that we believe are exempt from disclosure under the law.

During your inspection of these records you will have the opportunity to tag certain documents for copying. In addition to the time spent photocopying these documents, the per page copying fee pursuant to 950 CMR 32.06 will be assessed at \$0.20 cents per page (page being 1 side of an 8.5" by 11" page), with the copying charge for oversize documents being the actual cost of reproduction and the actual cost of postage.

If you have any questions, please feel free to contact me at (617) 626-1072.

Sincerely,



Hinna Upal
Deputy General Counsel